

STUDENT INFORMATION REQUEST FORM
(Please print clearly, otherwise your form will not be processed)

Name _____
(Last) (First) (MI)

Student ID Number ____/____/____ Current semester (circle one) 1L 2L 3L

Telephone ____/____/____ E-mail _____@email.sc.edu (only option)

PART I. Check REQUESTING ITEM(S):

____ Current class rank **(DO NOT FILL IN)** - ____ out of ____ based on ____ . ____ CGPA)

____ Copy of LSDAS report cover page (\$1.00 charge and cannot be sent via email)

____ Copy of law school application (\$1.00 per page charge and cannot be sent via email)

____ Form(s): Please attach. **Student Loan Deferment forms completed by the University Registrar.**

Letter (no charge & cannot be sent via email): **Choose type**

____ Good Standing

____ Certifying current GPA and class standing

____ Certifying anticipated date of graduation **or** date of graduation

____ Enrollment Verification **Note: Letter will be available after the drop/add date each semester and is also available on VIP.**

NOTE: Our letters are not generic. Therefore, you must provide the name and address of who requested that you provide an official letter below:

Attention: _____ Company Name: _____

Street Address: _____ City, State, Zip: _____

PART II. Choose METHOD OF DELIVERY

____ E-mail (GPA and/or class rank only must use USC email to receive info)

____ Fax: ATTN: _____ FAX NUMBER ____/____/____

____ Mail (provide address if different from above):

ATTN: _____

____ Pick up from law registrar's office

The information you requested will be processed and available via your delivery method choice after 2pm the next business day.

Signature

Date